

**Presbytery of Detroit  
Minutes of the Stated Meeting  
February 26, 2022**

The Presbytery of Detroit convened with prayer and a land acknowledgment in a stated meeting at 9:02am at Westminster Presbyterian Church of Detroit.

Rev. Karen Stunkel welcomed the Presbytery on behalf of the host church.

The Moderator declared the presence of a quorum.

The Moderator appointed Elder Bob Beck Assistant to the Stated Clerk.

The Moderator welcomed all new ministers and commissioners.

The Stated Clerk presented hybrid meeting instructions.

Upon motion of Elder Wendy Beck, Presbytery approved the following as Omnibus #1 by unanimous consent:

- Excuse all continuing minister and elder members of Presbytery who have asked to be excused.
- Seat all eligible corresponding members.
- Approve the special standing rules for hybrid meetings.

Upon motion of Elder Wendy Beck, Presbytery approved the docket by unanimous consent with an addition of five minutes for a presentation from Presbyterian Historical Society.

The following corresponding members were seated: Elder Jim Rissler, from mid-Kentucky Presbytery and Rev. Chip Hardwick, from Miami Valley Presbytery.

**Report from Elder Adrienne Adams, Synod of the Covenant Commissioner, Rev. Garrett Mostowski, Synod of the Covenant Commissioner, and Rev. Chip Hardwick, Interim Synod Executive, presented jointly:** Elder Adams reported that at its last meeting the Synod held elections for its Permanent Judicial Commission, extended the contract of the Interim Executive until May 2022, and formed an Administrative Commission to work on the concerns sent by Detroit Presbytery to address concerns raised by the Presbytery. Rev. Mostowski reported that the worship at the meeting was powerful and that the business items were efficiently addressed. Rev. Hardwick reported that on the ongoing work of the Synod.

**Report from Elder Jim Rissler, Presbyterian Investment and Loan Program:** Elder Rissler celebrated the work of Presbyterian Investment and Loan Program and the milestone of one hundred million dollars in investment portfolio. The increase in investment portfolio had allowed PILP to move its borrower's interest rate down to under four percent. Elder Rissler presented rebate checks to First-Howell, Faith Community-Novis, First-Northville, Howell Nature Center, and University-Rochester.

**Report from Presbyterian Historical Society:** Elder David Staniunas reported on behalf of the Presbyterian Historical Society that the Society could digitize many congregational records for free upon

request. Additionally, the Society was working to collect and digitize many records, including the records of Rev. Katie Geneva Cannon, the first Black woman ordained a minister in the Presbyterian church and a founder of womanist theology.

**Transitional General Presbyter's Report:** Rev. Floretta Barbee-Watkins shared that there are two indicators of a “chronically anxious society”: choosing safety over adventure, and blaming others for problems. Rev. Barbee-Watkins encouraged the Presbytery, instead, to self-differentiate and to live with urgency, which would be the key to being faithful to the Gospel of Jesus Christ. Since change is the law of life, acceptance of change would be necessary for the future. Rev. Barbee-Watkins, inspired by Harry Potter, spoke hope and justice and vitality for the Presbytery of Detroit.

**Associate Executive Presbyter's Report:** Elder Charon Barconey reminded the Presbytery that everyone has a story. Elder Barconey encouraged the Presbytery in its commitment to Matthew 25, and that nearly half of the Presbytery's congregations had signed up as Matthew 25 congregations, but that some congregations were hesitant because they equated Matthew 25 with Black Lives Matter. Matthew 25 is about caring for the least of these, and helping all that are hurting, including Black people but all people who are hurting. In further celebration of Black History Month, Elder Barconey shared her own history from New Orleans to Detroit, and lifted up the saints that had shared that path.

**Worship:** The assembly celebrated worship with communion. Rev. Jasmine Smart, Elder Kevin Smith, Elder Charon Barconey, Rev. Flo Barbee-Watkins, and Elder Dave Bunch assisted in leading worship.

Rev. Smart introduced the preacher, Rev. Larissa Kwong Abazia, who had served at all levels of the PCUSA, and who preached the sermon, “Right Where We Are Supposed to Be,” based on Isaiah 43:16-21. Isaiah laid out three aspects of the new life: (1) do not remember the past; (2) look for the new thing springing forth in desolate places; (3) live in God's new way even if that way was unclear. Rev. Kwong Abazia lifted up the COVID-19 pandemic, the deaths of black and brown people thorough police violence, Asian hate, political violence, and the invasion of Ukraine as desolate places. Rev. Kwong Abazia likened this time to an exile. Yet God could turn the tumultuous waves viewed as barriers into life-giving waters.

The Westminster Church Choir presented the anthems “This Little Light of Mine” and “Let Us Break Bread Together.”

Rev. Jasmine Smart was installed as Moderator and Elder Kevin Smith as Vice Moderator. Elder Barconey let the introductory litany. Rev. Barbee-Watkins asked the constitutional questions and led the prayer. Rev. Smart presented Elder Smith with the stole of Vice Moderator. Elder Bunch presented Rev. Smart with the stole and cross of Moderator. Rev. Julie Delezenne presented the charge to Elder Smith and Rev. Smart.

Rev. Jasmine Smart and Rev. Edwin Estevez served as celebrants for communion. Elder Bunch led the prayer after communion.

The Presbytery observed a brief recess.

The Clerk gave hybrid meeting instructions and thanked Office Manager Tanya Kudla, Business Manager Sarah Leight, and the Tech Team Bill Gourlay and Jordan Palmer for their hard work in preparing a hybrid

meeting.

**Treasurer's Report:** Treasurer Mike Gaubatz presented the report. **Appendix A.** The Treasurer reported that the Presbytery expenses had been cut greatly, that Shared Mission giving was above expectations, and that Shared Mission giving would be used for shared mission. The Treasurer responded to a question related to Russian companies.

**Trustees' Report:** Rev. Kara Hildebrandt reported on behalf of the Trustees. **Appendix B.** Rev. Delezenne reported related to Faith in Action grants that two Track One applicants had received grants for refugee resettlement, and more funds were available, and Track Three had \$180k in funds for applicants with Matthew 25-related programs, with applications due within the week. Rev. Hildebrandt reported on the Presbytery's investments and described the various funds in investments and what they went to support. The Presbytery's PILP investments guaranteed \$4million in PILP loans which guaranteed congregational PILP checks. The Presbytery also followed the denominational guidelines regarding ethical investments.

**Report of the Committee on Nominations:** Elder Rosy Latimore presented for the Committee on Nominations and encouraged people to self nominate. On behalf of the Committee, Elder Latimore moved:

To elect the following to the Committee on Ministry:

Co-Chair-22 Rev Tim Marvil Allen Park; Class-24 Rev Jacqueline Spyker Northville

To elect the following to the Permanent Judicial Commission:

Class-27 Rev Gretchen Denton H. R.

To elect the following to the Planning and Visioning Team:

Class-23 Elder Dave Bunch Geneva, Canton

To elect the following Chair of the Social Justice Ministry Team:

Sarah Logemann, Fort Street Presbyterian Church

To elect the following to the Presbytery Response Team, committee (Replaced Pastoral Response Team, COM Work Group):

Class -22 Nancy Bass, CRE Dearborn Littlefield; Class-23 Rev Jasmine Smart Kirk in the Hills (co-opted); Class-24 Rev Julie Madden First of Birmingham

The vote by secret electronic ballot was tallied as followed:

Yes: 94 (100%)

No: 0(0%)

Motion carried.

**Coordinating Cabinet:** Elder Dave Bunch reported for the Coordinating Cabinet. **Appendix C.**

On behalf of Cabinet, Elder Bunch moved that Presbytery approve the following Extra Commitment opportunities submitted by Planning and Visioning:

- Thika Partnership
- Care Village Outreach
- Second Mile Center
- Welcome Home

The vote by secret electronic ballot was tallied as followed:

Yes: 90 (99%)  
No: 1 (1%)

Motion carried.

On behalf of Cabinet, Elder Bunch moved that Presbytery approve the sexual misconduct policy provisos (**Appendix D**).

The vote by secret electronic ballot was tallied as followed:

Yes: 86 (97%)  
No: 3 (3%)

Motion carried.

On behalf of Cabinet, Elder Bunch moved that Presbytery approve the sexual misconduct policy amendments (**Appendix D**).

The vote by secret electronic ballot was tallied as followed:

Yes: 90 (98%)  
No: 2 (2%)

Motion carried.

Elder Suzanne Lewand reported that the Operations Team recommended a 5% increase in terms of call for called staff. On behalf of Cabinet, Elder Bunch moved that Presbytery approve the terms of call for called staff (**Appendix E**).

A point of order was raised by Rev. Barbee-Watkins as to whether the non-called staff salaries would be appropriate for Presbytery to discuss. The Moderator ruled that the point of order was not well taken as that motion would be discussed later, and she would revisit the point of order at that time.

Elder Stefanie Lewis moved to amend the terms of call with the added hours for the Stated Clerk, provided that the compensation is later determined appropriate for the number of hours. Motion carried by unanimous consent.

Following discussion, the vote by secret electronic ballot was tallied as followed:

Yes: 86 (92%)  
No: 7 (8%)

Motion carried.

By means of a motion to amend something previously adopted, Rev. Paul Stunkel moved to amend the budget previously approved to bestow administrative staff raises in the same percentage raise bestowed upon the executive staff, and the motion was seconded.

The Moderator ruled that the point of order made by Rev. Barbee-Watkins was well taken in part. The Presbytery had the power to change the overall budget with respect to Operations, but Operations could distribute funds within that line item as it saw fit.

After extensive discussion, the vote by secret electronic ballot was tallied as followed:

Yes: 78 (84%)  
No: 15 (16%)

Motion carried by the required two-thirds.

The body allowed the Business Manager Sarah Leight to speak to whether the budget could be made retroactive.

Rev. Paul Stunkel moved to make the change retroactive to January 1, 2022. The motion was seconded.

After discussion, the vote by secret electronic ballot was tallied as followed:

Yes: 68 (97%)  
No: 2 (3%)

Motion carried.

On behalf of Coordinating Cabinet, Elder Bunch moved to approve the following locations for 2022 Presbytery meetings: May 24, 2022, Grosse Ile Presbyterian Church; November 19, 2022, Cherry Hill Presbyterian Church—Dearborn. Both meetings to be hybrid.

Motion to strike the words, “Both meetings to be hybrid,” and to insert the words, “and to hold two additional meetings in June and October. All meetings to be hybrid.”

Rev. Gretchen moved to strike the words “and October” from the amendment.

After discussion, the motion by secret electronic ballot was tallied as follows:

Yes: 46 (47%)  
No: 52 (53%)

Motion carried.

After extensive discussion, Presbytery adopted the motion, “to approve the following locations for 2022 Presbytery meetings: May 24, 2022, Grosse Ile Presbyterian Church; November 19, 2022, Cherry Hill Presbyterian Church—Dearborn. Both meetings to be hybrid.” The vote by secret electronic ballot was tallied as follows:

Yes: 95 (97%)

No: 3 (3%)

**Strategic Planning Committee:** Rev. Kara Hildebrandt reported for the Committee. Rev. Hildebrandt reported that the Committee was working on a Vision and Mission that would inspire the Presbytery to Rise Up! So that the Presbytery would be solid in following Jesus. The Committee would soon begin listening sessions around inspiring the Presbytery.

**Committee on Preparation for Ministry (“CPM”):** Rev. Jim Faille reported for the Committee. **Appendix F.** The Committee presented Kathleen Mackie to move from Inquirer to Candidate. Elder Mackie had previously gone through the process to become a Commissioned Ruling Elder and thereafter felt called to become a Teaching Elder. The Presbytery had the opportunity to question the candidate on the candidate’s sense of call. Elder Mackie responded to questions about the Holy Spirit, the sacraments, and ministry during the pandemic. Upon motion of the Committee, and by unanimous consent, Presbytery arrested the examination. and enrolled Kathleen Mackie as a candidate. The votes were tallied by secret electronic ballot as follows:

Yes: 74 (99%)

No: 1 (1%)

Motion carried. The Moderator prayed for the Candidate.

**Committee on Ministry:** Elder Suzanne Lewand reported for the Committee. **Appendix G.**

By unanimous consent, Presbytery approved the following calls and contracts:

1. **By motion**, approve the Call of the **Korean Presbyterian Church of Metro Detroit** and the **Rev. Hae Kil Kim** effective January 2, 2022, with the following terms: Effective Salary \$94,850; Board of Pensions \$35,095; SECA \$7,256; Dental Plan \$1,800; Medical Deductible \$1,800; Continuing Education \$1,500; Professional Expenses \$4,000; Cell Phone Fee \$1,200; **Total Compensation \$147,501**; Vacation 4 weeks including 4 Sundays; Continuing Education 2 weeks including 2 Sundays; one time moving expenses up to \$10,000; **and** request transfer of his credentials from **National Capital Presbytery**.
2. **By motion**, approve the quarter time Stated Supply contract between the **Rev. Dr. Kenneth Kaibel** and **Belleville Presbyterian**, effective October 17, 2021. **Terms of Call:** Cash Salary \$7,400, Housing allowance paid as salary \$4,000, BOP 403b - \$6,000, Study Leave and book allowance \$1,000, Visitation and transportation expenses (\$25/hour at IRS allowable rate) \$2,600, Misc. Expenses \$1,000. **Total cost to the church - \$22,000.** Vacation- 5 weeks including 5

Sundays; Study Leave-2 weeks including 2 Sundays. Church to pay for and allow pastor to attend the Pastor's in Transition Workshop.

3. **By motion, approve** the part time Stated Supply contract between **the Rev. Keith Cornfield and Calvary Presbyterian, Ann Arbor**, effective January 1, 2022. **Terms of Call:** Cash Salary \$11,500, Housing \$35,430, Social Security Reimbursement \$3,590, Accountable Professional Expense Reimbursements \$2,080. **Total cost to the church - \$52,600.** Vacation- 5 weeks including 5 Sundays; Study Leave-2 weeks including 2 Sundays.
4. **By motion, approve** the full time Temporary Supply contract between **the Rev. Michelle E. James and Faith Community Presbyterian, Novi**, effective September 8, 2021. **Terms of Call:** Cash Salary and Housing Allowance \$58,000, BoP Medical \$15,660, BoP Pension \$4,930, BoP Death/Disability \$580, BoP Temporary Disability \$290, Social Security Reimbursement \$4,437, Study Allowance \$1,000, Professional Expense \$1,500. **Total cost to the church - \$86,397.** Vacation- 4 weeks including 4 Sundays; Study Leave-2 weeks including 2 Sundays. Church to pay for and allow pastor to attend the Pastor's in Transition Workshop.
5. **By motion, approve** the part time Parish Associate contract between **the Rev. Gretchen Larson-Wolbrink and Greenfield Presbyterian, Berkley**, effective November 30, 2021. **Terms of Call:** Effective Salary \$27,000, Benefits \$4,766, Reimbursements \$2,000. **Total cost to the church - \$33,766.** Vacation and Study Leave - 6 weeks annually. Church to pay for and allow pastor to attend the Pastor's in Transition Workshop.
6. **By motion, approve** the Parish Associate contract between **the Rev. Issac Chung and Lake Shore Presbyterian, St. Clair Shores**, effective between January 16, 2022 and February 13, 2022. **Terms of Call:** Effective Salary \$30.00 per hour, Reimbursements for milage. **Total cost to the church based on time worked.**
7. **By motion, approve** the part time Parish Associate contract between **the Rev. Linda Cochran and First Presbyterian Church of Northville**, effective December 1, 2021. **Terms of Call:** Salary \$10,000, Housing \$30,000, Continuing Education \$500. **Total cost to the church - \$40,500.** Vacation- 4 weeks; Study Leave-2 weeks including 2 Sundays. Church to pay for and allow pastor to attend the Pastor's in Transition Workshop.
8. **By motion, approve** the Part-time Temporary Supply Contract between **Rev Charles Sadler and Starr Presbyterian Church** effective January 1, 2022 – April 10, 2022. 20 hours per week. Terms of call: Effective salary \$26,674, \$200 medical deductible, \$1,000 study allowance, \$1500 Professional expenses. Total cost to church \$34,081.96. Church is to pay for Pastors in transition workshop. Four weeks vacation including four Sundays, two weeks study leave including two Sundays.
9. **By motion, approve** the part-time stated supply contract between **Rev. Dana Wilmot and Community Presbyterian Church, Waterford** effective January 1, 2022. 32 Hours per week. Terms of call: Effective salary \$37,790.40 (cash salary \$19,79.40, Housing \$18,000.00). BoP Medical \$11,000.00, BoP pension \$3,212.18, BoP Death / disability \$377.90, Bop Temporary disability \$188.95, Social Security reimbursement \$2,890.97. \$1800 contribution to flexible spending account. \$1,000 study allowance, \$1040 travel, \$500 professional expenses. Total terms of call \$59,800.40. Four weeks vacation including four Sundays, two weeks study leave including two Sundays. Church to pay for and allow attendance at a pastors in transition workshop.
10. **By motion, validate Commissioned Ruling Elder Ruth Azar to Second Mile Center** to celebrate the sacraments with supervision provided by Rev Sarah Godbehere and the session of Grosse Pointe Memorial
11. **By motion, approve** the Part-time, as needed Commissioned Ruling Elder contract between **Joelly**

**Chiangong and Park United Presbyterian Church** effective February 1, 2022. Terms of Call: \$150 per worship service, \$100 per moderation of meetings of the session and congregation, \$25 per hour plus mileage at the current IRS rate for pastoral calls or other duties. The church will allow time for and pay for attendance at a Presbytery Pastors in Transition retreat.

12. **By motion, approve** the Part-time Student Pastor contract between **Quantisha Mason-Doll** and **New Life, Sterling Heights**, effective November 21, 2021. Terms of Call: 15-20 hours per week. Compensation \$31,600 annually, two weeks vacation including two Sundays.
13. **By motion, approve** the Part-time Commissioned Ruling Elder contract between Elder Pamela Hutchins and **Auburn Hills Presbyterian Church**, effective October 17, 2021. 10 hours per week. Compensation: \$19,200 salary, \$1249 other. Total cost to church \$29,440. Four weeks vacation, including 4 Sundays; two weeks study leave including two Sundays.

By unanimous consent, Presbytery approved the following transfers:

Transfers into the Presbytery of Detroit. By Motion, Approved:

1. Rev Megan Berry from Heartland Presbytery

Transfers out of the Presbytery of Detroit. By motion, approved:

1. Rev Paul Thwaite to Pittsburgh Presbytery
2. Rev Bryant Anderson to St. Augustine Presbytery
3. Rev Joseph Chapman to Giddings-Lovejoy Presbytery
4. Rev Judith Irene McMillan to Arkansas Presbytery

On behalf of the Committee, Elder Lewand moved to appoint Administrative Commission to deal with dissolution of the congregation of Littlefield and to celebrate its life:

Ken Hollowell (RE / Trustee, Broadstreet Presbyterian)

Rev Ken Kaibel (TE / COM)

Rev Tim Marvil (TE / COM) Wendy Beck (RE, Kirk in the Hills / COM)

CRE Nancy Bass, Pastor of Littlefield, shared a letter of grief and anger at both the dissolution of Littlefield and the response of Presbytery. The vote by secret electronic ballot was tallied as follows:

Yes: 79 (100%)

No: 0 (0%)

Motion carried.

On behalf of the Committee, Elder Lewand moved to appoint Administrative Commission for Joslyn Avenue to dissolve the congregation and any other steps needed consisting of:

Rev Beth Delaney (TE, Southminster Taylor / COM)

Debbie Lennis (RE, White Lake)

Edwin Fabre (RE, Detroit Calvary)

Motion carried by unanimous consent.

**Stated Clerk's Report:** By unanimous consent, Presbytery approved the following as Omnibus #2:



1. MINUTES: Approve the minutes of November 20, 2021 and the minutes of the January 31, 2021 meeting.
2. ADMINISTRATIVE COMMISSIONS:  
  
Approve the reports of the following Administrative Commissions (Appendix H):  
Interim Report of the Administrative Commission for St. John's Detroit  
Interim Report of the Administrative Commission for Westminster Detroit  
Report of the Administrative Commission for the Installation of Theda McBryde
3. REVIEW OF RECORDS: Approve the following results of the Review of Records, following completion of a Financial Review:

**Approved:**

Royal Oak--Starr

**Report of the Administrative Commission for Covenant-Southfield:** On behalf of the Commission, Rev. Kent Clise moved the following:

That the Presbytery:

1. Dissolve the Covenant Presbyterian Church effective Sunday, March 20, 2022, and hold a final worship of praise and thanksgiving for Covenant's long history on that date;
2. Dismiss the members of Covenant Church to Berkley Greenfield Presbyterian, Farmington First Presbyterian or other church, as requested by each member;
3. Appoint the Session of Covenant Presbyterian Church to provide all data required for the AC to complete administrative and financial tasks associated with dissolving the congregation and corporation;
4. Report final plans for distribution of funds at a subsequent meeting of Presbytery, after determining net amount in escrow;
5. Authorize the AC to plan a celebration of the legacy of Covenant Presbyterian Church during the May 2022 Presbytery meeting, and that docket time be provided for the celebration.
6. Develop a thorough equipping and training curriculum for ACs, including both Presbytery Stated Clerk and Presbytery executive.

After extensive discussion, the vote by secret electronic ballot was tallied as follows:

Yes: 59 (98%)

No: 1 (1%)

Motion carried.

**Report of the Administrative Commission for Trumbull-Detroit:** Rev. Eddie Jusino, Elder Diane Agnew, and Elder Pamela Dawson-Walker presented for the Commission. Rev. Jusino shared words about the process followed by the Administrative Commission. The closing worship service would be held on

May 21<sup>st</sup>, 11am, at Westminster Church of Detroit. On behalf of the Commission, Elder Agnew shared the history of Trumbull Avenue, beginning in 1877, through the construction of the building in 1886. Hundreds of children attended the Sunday school of the congregation. At one time, Trumbull Avenue was the third largest congregation in the Presbytery and the 41<sup>st</sup> largest in the United States. In the 1970s, Martha Singley called Dr. Harold Vernon, the Pastor, to ask if her African American family would be accepted. Dr. Vernon said yes, but paid a price in terms of many families turning away from the church because they would not accept Black members. The congregation continued to minister to the surrounding community. The Trumbull community continued to worship nearby. Well into her nineties, Martha Singley continued to provide food for hungry people in the community, and CRE Linda Singley continued to serve the congregation in worship. Trumbull also gifted the building in Southfield to Korean Presbyterian Church of Metro Detroit. On behalf of the Commission, Elder Pamela Dawson-Walker moved the following:

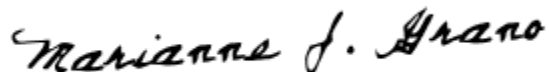
That the Trumbull Avenue Presbyterian Church & Society be dissolved, and that all property of the church be turned over, transferred, and conveyed to the Trustees of the Presbytery of Detroit following the closing worship service, pursuant to the Book of Order; said property to be held in escrow by the Trustees pending further recommendation of the Administrative Commission and direction by the Presbytery.

Yes: 59 (100%)

No: 0 (0%)

Motion carried.

The meeting adjourned with prayer by the Moderator at 2:19 PM.



Marianne Grano, Stated Clerk

ATTACHMENT ONE: THE ROLL

APPENDICES:

Appendix A, Treasurer's Report

Appendix B, Trustees' Report

Appendix C, Coordinating Cabinet Report

Appendix D, Sexual Misconduct Policy Provisos and Amendments

Appendix E, Called Staff Terms of Call

Appendix F, Committee on Preparation for Ministry Report

Appendix G, Committee on Ministry Report

Appendix H, Administrative Commission Reports

The Presbytery of Detroit  
Statement of Revenues and Expenditures  
From 1/1/2021 through 12/31/2021

*100 - Operating Fund  
(In Whole Numbers)*

	<u>This Period</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Annual Budget</u>	<u>Percent of Total</u> <u>Budget Remaining</u>
<b>0% of the year remains</b>				
<b>Revenue</b>				
Shared Mission	18,553	133,520	150,000	11 %
Per Capita	55,000	336,982	348,759	3 %
Investments (Fund 200)	5,438	144,812	153,505	6 %
Joy & McKay Endowments	10,024	194,289	166,604	-17 %
Social Justice	0	6,300	6,000	-5 %
Presbyterian Women	0	0	1,200	100 %
Other	0	1,000	0	
<b>Total Revenue</b>	<b>89,015</b>	<b>816,903</b>	<b>826,068</b>	<b>1%</b>
<b>Expense</b>				
Representation	0	0	600	100 %
Committee on Ministry	3,968	5,146	14,600	65 %
Preparation for Ministry	0	1,764	3,800	54 %
Trustees	7,333	124,402	133,200	7 %
Presbytery Operations	52,882	477,672	627,565	24 %
Congregation Develop't & Transform'n	0	500	9,000	94 %
Social Justice	2,800	24,650	31,050	21 %
Mission Interpretation	14,542	49,936	51,300	3 %
Leadership Equipping Ministry Team	8,210	11,131	23,500	53 %
New Church Dev/Redevelopment	0	17,500	17,500	0 %
Multicultural Ministry Team	0	800	16,000	95 %
Planning & Visioning	155	2,898	1,000	-190 %
Coordinating Cabinet	0	525	3,200	84 %
<b>Total Expense</b>	<b>89,890</b>	<b>716,924</b>	<b>932,315</b>	<b>23 %</b>
<b>Revenues Over (Under) Expenditures</b>	<b>(875)</b>	<b>99,979</b>	<b>(106,247)</b>	
<i>Total Shared Mission Received YTD:</i>		<i>133,520</i>		
<i>Total Shared Mission Spending YTD:</i>		<i>104,517</i>		

# The Presbytery of Detroit

## Balance Sheet As of 12/31/2021 (In Whole Numbers)

	OPERATING FUNDS	RESTRICTED & ENDOWMENT FUNDS
Cash		
	(289,371)	658,142
Total Cash	(289,371)	658,142
Investment Securities		
General Investments	4,331,716	0
Endowment - Comerica	1,747,149	20,391,846
Investment - P.I.L.P	1,887,398	0
Total Investment Securities	7,966,264	20,391,846
Receivables		
Church Loan Receivable - Module	56,000	0
Church Line of Credit Receivable	0	0
Misc Receivables	(2,549)	1,130
POD Grant Mortgage	432,393	0
Total Receivables	485,844	1,130
Other Assets		
	0	0
Total Other Assets	0	0
Total Assets	<u>8,162,737</u>	<u>21,051,118</u>
Miscellaneous Liabilities		
Accounts Payable - Module	232	0
Other	778,206	1,512
Total Miscellaneous Liabilities	778,437	1,512
Notes Payable to Presbyterian Church (U.S.A.)		
PCUSA Grant Mortgage Receivable	(194,018)	0
PCUSA Grant Mortgage Reserve	194,018	0
PCUSA Guaranteed Loans	(904,663)	0
P.I.L.P. Guaranteed Loans	(2,759,015)	0
Right-of-Use Asset	(134,487)	0
Lease Liability	134,487	0
Note Payable - PCUSA	904,663	0
Note Payable P.I.L.P	2,759,015	0
Total Notes Payable to Presbyterian Church (U.S.A.)	0	0
Notes Payable Others		
Pass Thru - Other	0	0
Total Notes Payable Others	0	0
Total Liabilities	<u>778,437</u>	<u>1,512</u>
Unrestricted Net Assets/Equity		
	4,759,205	2,462,877
Total Unrestricted Net Assets/Equity	4,759,205	2,462,877
Restricted Net Assets/Equity		
	2,625,094	18,586,728
Total Restricted Net Assets/Equity	2,625,094	18,586,728
Total Net Assets/Equity	<u>7,384,299</u>	<u>21,049,606</u>
Total Liabilities & Net Assets/Equity	<u>8,162,737</u>	<u>21,051,118</u>

**Presbytery of Detroit  
Report of the Trustees  
February 26, 2022**

The Trustees report the following for the information of Presbytery:

1. The Trustees directed that compensation for the consultant for Southfield-Covenant be sustained until the end of April 2022, for \$1,000, \$500 for each month.
2. The Trustees held Trustee Training on January 15<sup>th</sup>.
3. The Trustees authorized the following corporate officers:  
President: Rev. Kara Hildebrandt  
Vice President: Gregory Sykes  
Secretary: Marianne Grano  
Treasurer: Michael Gaubatz
4. The Trustees authorized the following authorized signers:  
Rev. Kara Hildebrandt  
Gregory Sykes  
Rev. Flo Barbee-Watkins  
Michael Gaubatz  
Michael Starynchak
5. The Trustees elected the following individuals to the Investment Sub-Committee:  
Ruthanne Herrington  
Robert Lee  
Michael Starynchak  
Martha Blenman  
Karen Strandholm  
TBD (Fort Street)  
TBD (Fort Street)
6. The Trustees elected the following individuals to the Audit Sub-Committee (Herrington, Lee):  
Ben Beale  
Karen Strandholm  
TBD  
TBD
7. The Trustees directed the Accounting Manager to track per capita arrearages as a Fund 200 asset with an offsetting allowance as of December 31, 2021
8. The Trustees authorized the expenditure of \$3000 for the purchase of equipment and licensure for hybrid meetings and referred approval of the contract to Elder Hollowell and Elder Sykes.

**Presbytery of Detroit**  
**Report of the Coordinating Cabinet**  
**February 26, 2022**

The Coordinating Cabinet recommends that Presbytery:

1. Approve the following Extra Commitment Opportunities, submitted by Planning and Visioning:
  - Thika Partnership
  - Care Village Outreach
  - Second Mile Center
  - Welcome Home
2. Approve the provisos for the Sexual Misconduct Policy. **Paper E-1.**
3. Approve the amendments to the Sexual Misconduct Policy. **Paper E-1.**
4. Approve the terms of call for called staff for the 2022 Calendar Year (includes a 5% increase on effective salary over 2021 amount). **Paper E-2.**
5. Approve the following locations for 2022 Presbytery meetings: May 24, 2022, Grosse Ile Presbyterian Church; November 19, 2022, Cherry Hill Presbyterian Church—Dearborn. Both meetings to be hybrid.

The Coordinating Cabinet reports the following for the information of Presbytery:

1. The Coordinating Cabinet made a report of disorder to the Synod regarding a personnel matter, passing on the communications it has received, and requesting that the Synod appoint an administrative commission to inquire into and settle this personnel matter (attaching the documents already received) under G-3.0109(b)(5). By common consent, the Cabinet directed the Clerk to write a letter to the Clerk of the Synod of the Covenant with this request.
2. Cabinet approved the service of communion at the February 26 Presbytery meeting.

## Proposed Amendments to, and Provisos Related to, Sexual Misconduct Policy

### 2.26.22

Overall comments on the sexual misconduct policy:

The Presbytery has had a sexual misconduct policy for many years. It has gone through many revisions and has served the Presbytery well.

At the same time, awareness and knowledge regarding this issue are evolving, particularly in recent years. To this end, the Presbytery adopted a new Sexual Misconduct Policy in November 2021, after approval by both the Coordinating Cabinet and the Committee on Ministry.

The policy was not presented with a redline because it was a wholly substituted policy. This policy was created by looking at the most recent guidance provided by PCUSA and policies from other presbyteries.

This policy focuses on:

- Seeking to be pro-active rather than re-active:
  - Reviewing matters that are not yet filed under the Rules of Discipline
  - Instituting required boundaries training for ministers and Presbytery leadership
  - Instituting required bystander training for congregations
- Seeking to be victim-centered:
  - Reviewing matters that are not yet filed under the Rules of Discipline
  - Intention to avoid conflicts of interest by the Case Team focusing on the alleged victim
  - Understanding that the Presbytery faces greater liability if sexual misconduct goes unaddressed
  - Requiring training
  - Defining sexual misconduct to preclude pastor/parishioner or other imbalance of power relationships
  - Redefining the PRT as an entity reporting directly to Presbytery rather than only to COM
- Seeking to protect rights:
  - Specifying alternatives for situations that involve poor boundaries but not sexual misconduct as defined by the Book of Order or the policy
  - Seeking that cases be reviewed quickly and those that require Book of Order or legal action are appropriately processed

Since its approval by Presbytery, the PRT did have to review a matter, which involved an allegation which the PRT concluded was unsubstantiated.

At that time, the PRT was not elected by the Presbytery. The previously serving PRT, a subcommittee of COM, reviewed the matter and issued a report.

Given the shifted focus of the PRT, the previously serving PRT will agree to serve until new members are located.

The following provisos are suggested by the Stated Clerk to aid in this transition:

1. That a pre-Presbytery be held on Friday, February 25, at noon, via Zoom, to address the changes in the policy.
2. To ratify the actions taken by the Pastoral Response Team under the new policy between November 21, 2021 and their election.
3. Due to the large number of vacancies on an important Presbytery Team, allow nominees identified by the Committee on Nominations to attend meetings of the Presbytery Response team, with voice but not vote, prior to their election by Presbytery, with the understanding that the nominees would be required to sign the Presbytery's Standards of Ethical Conduct (P-10) and be bound by its confidentiality requirements.

The following amendments are suggested by the Stated Clerk:

1. To amend P-4, Sexual Misconduct Policy, by striking "Care Team" and inserting "Case Team" whenever it occurs.

Comments: The Presbytery Response Team suggested this change to be in keeping with the changed focus of the Sexual Misconduct Policy.

2. To amend P-4, Sexual Misconduct Policy, by inserting the following section as Response Procedure (1)(A)(5):

The PRT will also identify a care person (from Presbytery staff or Committee on Ministry) from outside its members, to reach out and offer care and support to the person accused; the PRT will provide the caring individual with the name of the person accused, and no further details.

Comments: This will cover a gap whereby the current policy does not provide for support for the person accused, without creating a conflict of interest with the PRT.

3. To amend P-4, Sexual Misconduct Policy, by striking "45 days" and inserting "60 days" wherever it occurs.

Comments: The currently serving PRT suggested this timeline as more realistic for the initial review.

4. To amend P-4, Sexual Misconduct Policy, by inserting the following after "the governing body" in Response Procedures (5)(D): "The report shall be filed with COM, Presbytery



Operations, or other appropriate Presbytery entity according to the facts and circumstances of the case.”

Comments: The PRT suggested this language would provide clarity as to the filing of the final report.

5. To amend P-4, Sexual Misconduct Policy, by substituting the following:

**Rumors:** It is impossible to act on information which is presented **only** as rumor. It is important to try to acquire some actual evidence or a first-hand report in order to determine if professional misconduct of a sexual nature occurred. Second-hand or third-hand rumors may be passed to a Stated Clerk.

The original paragraph reads:

**Rumors:** Second-hand or third-hand rumors may be passed to a Stated Clerk. It is important to try to acquire some actual evidence or a first-hand report in order to determine if professional misconduct of a sexual nature occurred. It is impossible to act on information which is presented **only** as rumor.

Comments: The currently serving PRT suggested that this wording would clarify how rumors should be handled.

6. To amend P-4, Sexual Misconduct Policy, by adding the following to Prevention and Implementation (2), after “presented annually”: “The Stated Clerk, working with the Presbytery Response Team and the Committee on Ministry, is responsible for ensuring that Training is provided, and shall keep records of those that have participated. It is the responsibility of those covered by this Policy to ensure that they attend Training.”

Comments: This clarifies the accountability for record-keeping and training responsibilities.

# Sexual Misconduct Policy

Presbytery of Detroit

## *Introduction:*

It is the policy of the Presbyterian Church (U.S.A.) that all church members, church officers, non-member employees, and volunteers of governing bodies and entities of the church are to maintain the integrity of their ministerial, employment and professional relationships at all times. **Sexual misconduct** (see Attachment A, Definitions) is a violation of an individual's integrity. Such behavior is sinful, and violates the teachings of the Church, as well as the covenantal relationship by which we are called to live with God and with one another. Sexual misconduct in any form is never permissible.

Scripture affirms that we are created in the image and likeness of God. To harass sexually or abuse another person is to deny that value. Scripture and our faith in Jesus Christ calls us to standards of responsible conduct in all of life, including sexual behavior. Sexual misconduct is a behavior that represents unjust use of power by persons in positions of responsibility and leadership to exploit persons who are vulnerable by virtue of the inherent trust that resides in authoritative positions in the church. Sexual misconduct ruptures pastoral relationships and is an indication of the brokenness of the person perpetrating such misconduct. This rupture injures and harms victims with wounds that may require extended care before healing occurs. This rupture betrays Christ and the pastoral offices of the church in that it abuses the power and authority of ministry by changing its focus from healing and redemption to exploitation and gratification. Furthermore, it tarnishes the symbol of Christ as Healer, and Savior; and it rends the local parish and the whole body of Christ in ways that require special efforts for healing deep, long lasting wounds.

The purposes of this Policy are:

1. To prevent and eliminate sexual misconduct within the Presbytery of Detroit.
2. To safeguard individuals and communities from abuse through any form of sexual misconduct.
3. To seek justice by assuring effectiveness of the church's administrative, investigative and judicial process in determining truth, protecting the innocent, and dealing appropriately with those who victimize others.
4. To assure appropriate care and promote proper healing for all individuals and communities where sexual misconduct has occurred.

Protection of children and vulnerable adults in this regard requires especial care and caution. Presbytery policies relating to protection of children and vulnerable adults are contained in a separate policy. Persons may be found to be in violation of both policies and may be subject to proceedings

under both policies.

***Statement of Policy:***

The Presbytery of Detroit proclaims that Ministers of the Word and Sacrament, Certified Christian Educators, and Commissioned Ruling Elders who are members of or serving within the bounds and under the direction of the Presbytery of Detroit; officers and employees of the Presbytery of Detroit; and the volunteers and lay persons serving on Presbytery committees, boards, councils and commissions, and other entities in support of Presbytery programs:

- shall exercise responsible sexual behavior and maintain the integrity of employment and professional relationships at all times;
- shall not engage in sexual misconduct as defined in this Policy (see Attachment A);
- shall deal with allegations of sexual misconduct with seriousness;
- shall report accusations or instances of sexual misconduct to the appropriate Presbytery officials;
- shall maintain confidentiality in recognition of the effects of reported sexual misconduct on the reputation and effectiveness of all involved;
- shall respect the alleged offender’s presumption of innocence; and
- shall comply with all applicable local, state, and federal laws.

***Prevention and Implementation***

1. General Policy: The Presbytery of Detroit will take appropriate steps to inform all those covered by this Policy and all sessions of the standards of conduct set forth in this Policy and the procedures to be followed for effective response when receiving a report of sexual misconduct. The Presbytery shall further encourage all sessions to establish policies, procedures and practices related to sexual misconduct and to inform members, employees, volunteers, and candidates of the Presbytery’s and session’s policies and procedures with respect to sexual misconduct.

2. Training and Education: The Presbytery, through its appropriate entities, shall annually present an educational program (the “Training”) designed to explain the need for this Policy, to acquaint persons with its contents, and to guard against sexual misconduct. The Presbytery of Detroit will require that all new ministers, all Commissioned Ruling Elders, all Certified Christian Educators, members of Coordinating Cabinet, officers of the Presbytery, and all employees of the Presbytery attend the Training within the first year of ministry within the bounds and under the direction of the Presbytery, and each five (5) years thereafter. Failure to attend will result in dissolution of the relationship. Honorably retired ministers are exempt provided they agree in writing not to serve the Presbytery in a leadership position or serve any congregation or other entity in active ministry. Additionally, each congregation will be required to send a member to either the

Training or a bystander training program offered by Presbytery every three (3) years. There will be a training event presented annually. The Stated Clerk, working with the Presbytery Response Team and the Committee on Ministry, is responsible for ensuring that Training is provided, and shall keep records of those that have participated. It is the responsibility of those covered by this Policy to ensure that they attend Training.

3. Acknowledgement: The following persons are required to sign a written acknowledgement (see Attachment B) that they have received and read a copy of this Sexual Misconduct Policy, and that they agree to conduct themselves in accordance with this Policy: Ministers of the Word and Sacrament, Certified Christian Educators, and Commissioned Ruling Elders who serve within and at the direction of the Presbytery of Detroit; officers and employees of the Presbytery of Detroit; and the volunteers and lay persons serving on Presbytery committees, boards, councils and commissions, and other entities in support of Presbytery programs. Such signed acknowledgement will be kept in the person's personnel file or other appropriate file of Presbytery. It is further the policy of Presbytery that employees and volunteers other than ministers undergo a criminal background check.

4. Ministers of the Word and Sacrament: All ministers seeking new calls within the Presbytery of Detroit shall complete the Personal Information Form currently being distributed by including the portions relating to sexual misconduct. The Committee on Ministry, in addition to pastor nominating committees, is responsible for obtaining previous employer references on all ministers or candidates seeking ordination and/or service within the bounds or under the jurisdiction of the Presbytery of Detroit.

5. All Other Presbytery Staff and Volunteers: All successful applicants for Presbytery staff positions, or other persons so directed by an entity which reports to the Presbytery, shall complete a criminal background check which shall be kept in Presbytery files until the individual dies, leaves the Presbytery, or ceases to serve in any ministerial role within the Presbytery for a period of five (5) years.

6. Responding to Reference Request: The Stated Clerk and Executive staff (including the general or executive presbyter, associate executive(s), and/or persons serving in a temporary capacity as executive) are authorized to respond to sexual misconduct inquiries directed to the Presbytery about former or current Presbytery employees. They shall provide information regarding any allegations, inquiries, and administrative or disciplinary action related to sexual misconduct of the individual involved. The response, however, shall be limited to information that is a matter of public record or in the individual's own personnel file that is maintained by the Presbytery.

7. Distribution of Policy: A copy of this Policy shall be made available to all those covered by it and to any persons who requests a copy. The Policy shall be made available to all persons who accuse others of misconduct as well as those accused by misconduct.

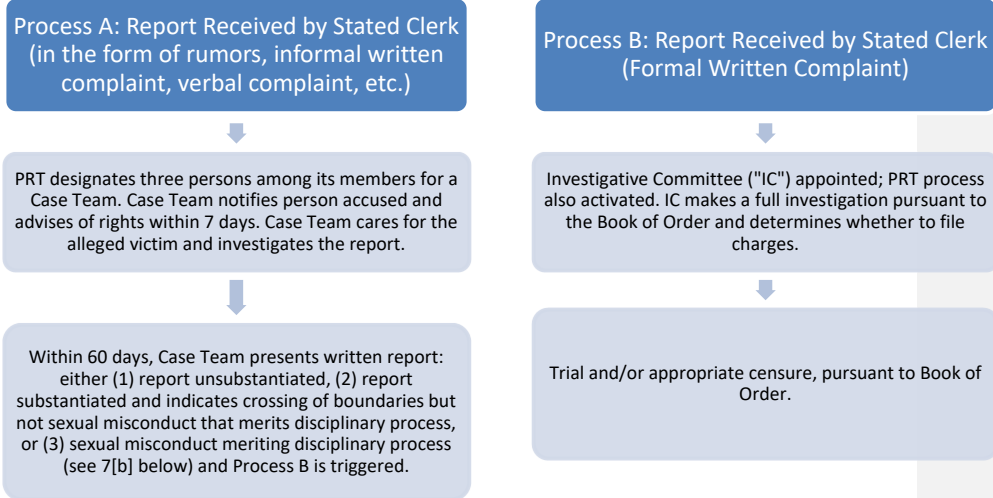
***Response Procedures:***

Independent procedures: Under this policy, any professional sexual misconduct which (1) involves unwanted physical contact or physical contact that involves an intrinsic imbalance of power, including, but not limited to, contact between a pastor and a member of a congregation; or (2) includes behavior which may be a violation of the Constitution of the Presbyterian Church (USA); or (3) includes conduct which, in the majority opinion of the ~~Care Team~~Case Team, should result in suspension and/or termination, automatically begins the disciplinary process outlined in the Book of Order under the Rules of Discipline.

However, the ~~Care Team~~Case Team process outlined in this Policy is not intended to supplant either processes under the Book of Order, or processes under secular law, particularly in terms of mandated reporting of abuse to the civil authorities in cases of criminal sexual conduct involving a child or older adult. Additionally, under the Book of Order, a written statement of sexual misconduct submitted to the Stated Clerk (after verification that the written statement is intended as a statement of alleged offense under the Rules of Discipline) shall be directed to an Investigative Committee.

The Book of Order and secular processes may take place concurrently, before or after the ~~Care Team~~Case Team process, or not at all, depending on the facts and circumstances of the individual case.

The following flowchart describes the process for receiving and responding to reports of sexual misconduct:



1. Receiving the Initial Report:

A. Claims of sexual misconduct should never be taken lightly or disregarded and allowed to circulate without concern for the integrity and reputation of the reporter of the victim, the alleged offender, and the Church. Claims shall be dealt with as matters of highest confidentiality both before and after they have been submitted to appropriate authorities as outlined below.

B. Reports of sexual misconduct may occur in a variety of ways. Because a governing body or entity cannot control to whom the reporter will first speak, it is important that all officers, employees, and persons highly visible to church members and visitors understand how reports of alleged sexual misconduct incidents are to be directed to the proper persons.

C. *The first persons to learn of an incident of sexual misconduct should not undertake an inquiry alone or question the reporter or the alleged offender.* If the reporter is hesitant to share information, the person receiving the initial report has a special pastoral responsibility to encourage willingness to speak, lest the Church be unable to respond because no one is able to give firsthand information.

- i. When a person believes that they have been the victim of sexual misconduct perpetrated by a person covered by this Policy, or when a non-victim reporter believes a person covered by this Policy has committed an act of sexual misconduct, they should report the incident, preferably in writing, to the Stated Clerk. If the report is not received in writing and the complaining victim or

reporter declines to put it in writing, then the Stated Clerk shall summarize in writing all of the information orally conveyed to them, and mail a copy of the same to the complaining victim or reporter with a request that they contact the Stated Clerk if there are any errors in the account.

- ii. The Stated Clerk will then notify the Presbytery Response Team (“PRT”), the Chair of the Committee on Ministry, and the Chair of Operations if the individual accused is an employee.
- iii. If the alleged offender is the Stated Clerk of the Presbytery, the report shall be made to the Chair of Coordinating Cabinet, who will notify the PRT.

## 2. Documentation

All allegations and responses to allegations should be written, signed, and dated. They should be detailed and specific. Any report of the PRT to the Stated Clerk and/or Committee on Ministry must be written.

### 3. Unavailability of a written allegation from a reporter

A. If a reporter is unable or chooses not to submit a written allegation to the PRT, the PRT may continue the investigation if there appears to be sufficient additional evidence that the alleged sexual misconduct occurred.

B. In addition, there are several different circumstances in which the Stated Clerk may receive information about a person covered by this Policy allegedly engaging in sexual misconduct.

- i. **Rumors:** It is impossible to act on information which is presented only as rumor. It is important to try to acquire some actual evidence or a first-hand report in order to determine if professional misconduct of a sexual nature occurred. Second-hand or third-hand rumors may be passed to a Stated Clerk. ~~It is important to try to acquire some actual evidence or a first-hand report in order to determine if professional misconduct of a sexual nature occurred. It is impossible to act on information which is presented only as rumor.~~
- ii. **First-hand information from a third party:** In this situation, someone may come forward with information based on their witnessing a person covered by this Policy in violation of the Policy. They may be willing to file a report but the recipient of the alleged sexual misconduct may have no interest in a report. This person may see themselves as a consenting adult in a sexual relationship with the person covered by this Policy and in no way a victim of sexual misconduct. In this case, there is good cause to proceed. The procedures outlined in this document should be implemented because the alleged offender may have engaged in sexual misconduct.
- iii. **A confession by a person covered by this Policy without a victim’s report:** In this case, there is good cause to proceed. The procedures outlined in

this document should be implemented because a person's acknowledgement that they engaged in sexual misconduct is the best evidence available.

4. Presbytery Response Team

A. The PRT is an entity of seven (7) ministers, elders, and members of churches of Presbytery of Detroit responsible for coordinating Presbytery's response under this Policy to reports of alleged sexual misconduct. The PRT is charged with the responsibility to assure that an objective, effective, expeditious, and caring response is made to reports of sexual misconduct.

B. Members of the PRT shall be elected by the Presbytery upon nomination by the Committee on Nominations. The PRT shall be composed of three classes of approximately equal size. In bringing forth nominations for the PRT, the Committee on Nominations shall follow the Presbytery's guidelines for diversity. Terms of service shall be three years, except that members may be elected to shorter terms in order to establish classes or to fill unexpired terms. The PRT shall designate one member as the Chair.

C. The PRT shall receive training on how to respond to reports of sexual misconduct, and on the legal, administrative, and disciplinary procedures of the Presbytery. Such training should be updated and/or refreshed annually.

D. When notified by the Stated Clerk or executive that a report of alleged sexual misconduct has been received, the PRT shall convene three (3) persons from among its members to serve as a ~~Care Team~~Case Team to handle the report. The ~~Care Team~~Case Team will work with and be available to the reporter, the alleged offender, and the families involved. The Chair of the PRT shall periodically follow up with the ~~Care Team~~Case Team, monitor their progress, and offer any needed assistance and support.

E. ~~Care Team~~Case Team members are exempt from being cited to appear as witnesses in an ecclesiastical judicial trail under the Rules of Discipline. Presbytery recognizes that service on a ~~Care Team~~Case Team constitutes "good cause" for refusing to testify under D-7.0204 and D-11.0203.

5. Functions of the ~~Care Team~~Case Team

A. The ~~Care Team~~Case Team shall perform the following functions:

1. Receive the written claim of sexual misconduct from the Stated Clerk or Executive;

2. In cases involving allegations of physical abuse or criminal sexual conduct, the ~~Care Team~~Case Team shall first confirm that a report has been made to the appropriate governmental body. (See definition of "Mandated Reporter" in Attachment A, Definitions.)

3. One or more members of the ~~Care Team~~Case Team shall meet with the reporter to informally review the report, or with the alleged victim to hear the accusation firsthand. The alleged victim may be accompanied by persons (limited to two) whom they wish to have



present for support. If the reporter is different from the alleged victim, the Care Team/Case Team shall review the information that is the basis for the report, and the source(s) of that information. If the report is found by the Care Team/Case Team to be credible, they will attempt to contact the alleged victim. All communications with the reporter and/or the alleged victim shall be confidential.

4. The Care Team/Case Team shall inform the alleged victim of the different remedies that the victim may pursue. These may include filing a formal written statement of alleged offense to initiate inquiry by an investigating committee under the Rules of Discipline.

5. The PRT will also identify a care person (from Presbytery staff or Committee on Ministry) from outside its members, to reach out and offer care and support to the person accused; the PRT will provide the caring individual with the name of the person accused, and no further details.

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~~5.6.~~ In no more than seven days after the convening of the Care Team/Case Team, the Care Team/Case Team shall advise the alleged offender, in writing, (A) of the allegation and advise the alleged offender to have no further contact of any sort with the reporter, the alleged victim, or the alleged victim's family; (B) that they may want to obtain legal counsel or other advocate since the accusation could result in church disciplinary procedures or civil or criminal court action, in addition to any other necessary support; and (C) that a written response to the accusations is requested.

~~7.6-~~ Gather information regarding the allegations from the reporter, if not the alleged victim, and others who may have knowledge or information relating to the allegation;

~~8.7-~~ The Care Team/Case Team shall provide a written copy of this Policy to the alleged victim or third party reporter and the alleged offender, and seek adherence to this Policy by all parties involved;

~~8.9-~~ Prepare a written report of the case for submission to the appropriate person, committee of the governing body, or entity.

B. During or as a result of its review of information, the Care Team/Case Team:

1. Shall recommend that all parties involved seek professional psychological or certified pastoral counseling throughout the Care Team/Case Team process;

2. Shall recommend immediate actions for the pastoral care of the reporter, the alleged victim, the alleged offender, the families of all parties involved, congregations and governing bodies;

3. Shall recommend actions to be taken within the congregation, governing body, or entity;

4. Shall at all times treat the alleged offender with Christian kindness and

respect, and may meet with the alleged offender if requested. Prior to the meeting, the alleged offender shall be advised of their rights according to the “Rules of Discipline”;

5. Must tell the alleged victim if the alleged offender has admitted to the misconduct;

6. If there has been no admission of misconduct and the allegation is to be pursued, advise the reporter or alleged victim of the option of filing a written statement of alleged offense with the Stated Clerk of Presbytery or the Clerk of Session pursuant to the Rules of Discipline.

C. The ~~Care Team~~Case Team shall not:

1. Advocate for any party involved;
2. Act as legal counsel for any party involved;
3. Act as counselors to any party involved;
4. Replace the functions of the Committee on Ministry, Council, or Investigating Committee;
5. Enforce a specific remedy or disciplinary action;
6. Breach the confidentiality of information received.

D. Final Report of the ~~Care Team~~Case Team: Within ~~60~~45 days from the date the ~~Care Team~~Case Team first receives the written report of alleged sexual misconduct, the ~~Care Team~~Case Team shall submit a written final report to the Chair of the PRT and to the appropriate committee of the governing body or person. The report shall be filed with COM, Presbytery Operations, or other appropriate Presbytery entity according to the facts and circumstances of the case. A copy shall be given to the reporter and the alleged offender. The final report shall include:

- Name and address of parties involved;
- A summary of the allegations;
- A summary of the facts as stated by the parties involved;
- A summary of the ~~Care Team~~Case Team's actions to date;
- The remedy, if any, sought by the reporter and/or alleged victim;
- The ~~Care Team~~Case Team's findings to date, and whether the alleged sexual misconduct is substantiated;
- The ~~Care Team~~Case Team's recommendation for possible further actions,

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recommendations which may include, at any time before an Investigating Committee is established, leave of absence for any party;

- A list of the ~~Care Team~~Case Team's members and the date of the report.

6. Responses When Allegation is Not Substantiated

In cases where the allegation is not substantiated, a record of the process and its conclusion will be provided to the alleged offender and may be included in his/her personnel file.

7. Responses When Allegation is Substantiated

A. If the ~~Care Team~~Case Team concludes that the offense and consequences of professional conduct show poor professional judgment or crossings of boundaries, the ~~Care Team~~Case Team will recommend that the Committee on Ministry, Personnel Committee, or other appropriate entity take the following steps:

1. Issue an advisory of corrective action. Clear guidance shall be provided in order for the offender to accomplish the necessary corrective action.
2. Issue a warning in response to a situation of unquestionably inappropriate and unwise behavior but which is not clearly professional misconduct of a sexual nature.
3. Issue a reprimand in response to the situation. This action will be recorded and placed in the offender's personnel file as well as in the Committee on Ministry files.

B. If the ~~Care Team~~Case Team concludes that the offense and consequences of professional sexual misconduct:

- (1) involves unwanted physical contact or physical contact that involves an intrinsic imbalance of power, including, but not limited to, contact between a pastor and a member of a congregation; or
- (2) includes behavior which may be a violation of the Constitution of the Presbyterian Church (USA); or
- 3) includes conduct which, in the majority opinion of the ~~Care Team~~Case Team, should result in suspension and/or termination,

The ~~Care Team~~Case Team shall recommend that the Committee on Ministry, Operations, or other appropriate entity follow a course of disciplinary action in accordance with the BOOK OF ORDER as follows:

1. The ~~Care Team~~Case Team shall file a formal statement of alleged offense with the Stated Clerk. In the case of a minister member of Presbytery, the Committee on Ministry shall take prompt and necessary steps as provided for within the Book of Order for the good of the church and to protect others from further harm. Possible steps include placing the offender on a restricted status, and/or suspending the offender from ministerial responsibilities. If the minister is installed in a pastoral

relationship to a church, the steps shall be taken in consultation with the session of the church.

2. In the case of a minister serving in an uninstalled pastoral relationship to a church or a person serving as commissioned ruling elder or other lay supply relationship, the Committee on Ministry in consultation with the session shall take prompt and necessary steps which serve the good of the church and which protect others from further harm. Such steps may include the suspension or termination of the pastoral or supply relationship to the congregation. In the case of a person who has been trained and recommended by Presbytery to serve as commissioned ruling elder but is not currently serving a church, the Committee on Ministry may determine that it will not approve that individual for service to any church until it is satisfied that appropriate rehabilitation has taken place.
  3. In the case of a certified Christian educator serving a congregation of the Presbytery, the Committee on Ministry shall counsel with and support the session through administrative steps needed to assure the good of the church and to protect others from further harm.
  4. In the case of an employee of the Presbytery who is not a minister member of Presbytery, the Personnel Committee of Council shall take prompt and necessary steps as provided for within Presbytery's Personnel Policies for the good of the Presbytery and to protect others from further harm. Such steps may include the suspension or dismissal of the employee.
  5. In the case of persons serving as officers of the Presbytery (but not on staff), or as volunteers and lay persons serving on Presbytery committees, boards, councils and commissions, and other entities in support of Presbytery programs, the Presbytery Council, division, committee commission, or other appropriate entity shall take prompt and necessary steps to assure the well being of the Presbytery and to protect others from further harm. If the person was elected to position by Presbytery, the entity may recommend that Presbytery rescind his or her election.
- C. Record keeping: In the case of a church professional, the ~~Care Team~~Case Team's report along with documentation of the action taken in response thereto, shall be placed in the offender's personnel file. In the case of a volunteer, the action shall be recorded by the governing body in a file maintained by the appropriate governing body official in order to prevent inadvertent reassignment.
- D. Response to Secondary Victims: The offender's family, peers and the congregation are also victims of the professional and misconduct of a sexual nature. They too deserve attention and sensitivity to the hurt and pain that they are experiencing.
1. Family Members of the Offender – The Committee on Ministry will reach out to family members with Christian care and concern.
  2. Co-Workers of the Offender – The Committee on Ministry will schedule

a meeting to inform the offender's co-workers of the actions taken regarding the offender and to provide an opportunity for discussion.

3. Congregation – In conjunction with the local leadership, it is recommended that the Stated Clerk, in consultation with the Committee on Ministry, communicate in writing with every member of the congregation the findings and action taken in the course of disciplinary process, and/or by the Committee on Ministry. The Committee on Ministry will offer a trained consultant to educate the congregation regarding professional misconduct of a sexual nature in the ministerial relationship. This will help attend to the congregation's grief, anger, and other reactions. Three-, six-, nine-, and twelve-month follow-up contacts will be made by the Committee on Ministry or its representative with the local congregation to assess whether or not further help is needed. Additional follow-up contacts will be made if needed.
- E. Restoration to Ministry: If a minister has been excluded from the exercise of ordained office as the result of having committed sexual misconduct, Presbytery may consider restoration to ministry upon a showing of the following:
1. Unequivocal acknowledgement of responsibility for harm done to victim(s), as reflected in a letter of apology.
  2. Genuine remorse for harm done.
  3. Repentance – a fundamental change in behavior and understanding, which may be accomplished through appropriate therapy.
  4. Offering of appropriate restitution to victim(s).
8. Media Contact: Any inquiries from the media regarding an allegation of sexual misconduct must be directed to the Stated Clerk, Chair of Committee on Ministry, or other designated official of the Presbytery or entity involved. Questions from the media shall not be addressed by any member of the ~~Care Team~~Case Team.

### ***Judicial Process Under the Rules of Discipline:***

At any point, a reporter or victim alleging sexual misconduct may initiate disciplinary action against the alleged offender as provided for by submitting a formal written statement of the alleged offense to the Stated Clerk of Presbytery if the alleged offender is a member minister of Presbytery, or to the Clerk of Session in the church of membership of the alleged offender if they are not a member minister. The Stated Clerk or Clerk of Session shall refer the allegation to the appropriate investigating committee (D-10.0202) that shall meet as soon as possible after its formation. The Stated Clerk shall have authority to appoint the Investigative Committee after consultation with the Executive Presbyter or if the Executive Presbyter is the person alleged against, the Stated Clerk shall consult with the Chair of Coordinating Cabinet. Any allegation against the Stated Clerk under this section may be submitted to the Stated Clerk of the Synod of the Covenant. The investigating committee shall conduct its investigation in accordance with D-10.0202. The investigating committee shall maintain regular contact with

the person making the allegations, keeping them informed about the status of the investigation. Under no circumstances should the investigating committee contact the offender without first advising the person making the allegations of the date of that contact.

***Administrative Process:***

Following a report of sexual misconduct against a staff member of the Presbytery of Detroit or a member of Presbytery serving a church or agency, the appropriate committee (COM or Operations) shall consult with the reporter and/or victim, the alleged offender, and the involved Session or board of oversight to ascertain whether the circumstances would be aided by the alleged offender being advised to take an administrative leave. If the alleged offender refuses and the Presbytery believes it imperative, the Presbytery may proceed under G-2.0904 or the personnel policy to remove the person, observing the requirements for hearings and fair procedures of G-3.0109 as appropriate. The COM may also request that an administrative commission be appointed to deal with the discord caused by the alleged misconduct.

A church that has experienced sexual misconduct by the pastor shall be under the direction of the Presbytery for a year. The COM shall insure that an interim pastor is called who has skills in confronting and processing issues that are the result of the pastor's conduct. Similar appropriate steps shall be taken when a church has experienced sexual misconduct by its associate pastor.

***Legal Action:***

The PRT or ~~Care Team~~ Case Team may find it necessary or required under mandatory reporting laws to take legal action by reporting an offense to the appropriate authorities. In no circumstance will other responses under this policy be understood to preclude legal action.

***Conclusion:***

After all the procedures outlined above have been carried out the PRT shall coordinate an evaluation, seeking responses from persons and groups involved in the response to the allegation of misconduct.

End of Document  
Attachments Follow Below

## ATTACHMENT A

### DEFINITIONS

**Adultery:** Sexual conduct that violates the marriage vows of one or both participants.

**Allegation:** An assertion, avowal or claim that may lead to an accusation or charge.

**Alleged Offender:** Person against whom an allegation has been made.

**Book of Order:** The Book of Order is the second part of the Constitution of the Presbyterian Church (U.S.A.). It contains the Form of Government, the Directory for Worship and the Rules of Discipline. (The first part of the Constitution of the PCUSA is The Book of Confessions.)

**Boundaries:** In a professional helping relationship (such as pastor/member of congregation, youth leader/youth group member, counselor/client), the limits or parameters which must be honored and observed by the helping professional in order to maintain the primary purpose or function of the relationship. The focus on the primary purpose or function of the relationship becomes blurred and can be lost if a boundary is crossed.

**Investigative Committee:** Convened by the Session or Stated Clerk to investigate reports of sexual misconduct.

**Church:** When capitalized refers to the Presbyterian Church (U.S.A.); when spelled with the initial "c" in lower case refers to local churches.

**Commissioned Ruling Elder:** An elder granted a local commission by the Presbytery to lead worship and preach the Gospel. See Book of Order G-2.10.

**Committee on Ministry (COM):** The Presbytery committee which serves as pastor and counselor to the ministers in the Presbytery, facilitates the relations between congregations, ministers, and the Presbytery and seeks to settle difficulties on behalf of Presbytery when possible and expedient. See Book of Order G-3.0306.

**Confidentiality:** An assurance that information will be kept private and only shared with persons who have a need to know.

**Congregation:** A general term to describe members and participants of a particular church.

**Employee:** Any person hired or called to work for the Presbytery or any church or related organization within the jurisdiction of the Presbytery for salary or wages.

**Entity:** Any congregation, camp, program, or office managed by a board, committee, council, or other body whose membership is accountable to a governing body.

**Governing Body:** A representative body composed of elders and ministers of the Word and Sacrament; these are sessions, presbyteries, synods, and the General Assembly. A governing body may establish entities such as day care centers, conference centers, camps, homes for the aged, or other mission entities. A governing body may have both church members and non-members as employees.

**Inquiry:** The process described in the Rules of Discipline to determine whether charges should be filed based upon allegations of an offense received by a governing body. See Book of Order D-10.0200.

**Investigation:** Term generally used by police, secular prosecutors, and child protective services when responding to allegations of an offense. Term is also used interchangeably with Inquiry in the Rules of Discipline.

**Mandated Reporter:** A person who is required by law to report any and all suspected incidents of child, elder, or vulnerable adult abuse, including sexual abuse that come to their attention. In Michigan, clergy are mandatory reporters.

**Persons Covered:** This policy includes the ministers, officers and employees of the Presbytery of Detroit, and the volunteers and lay persons serving preaching and pastoral functions, including those who serve on Presbytery committees, boards, councils and commissions, and other entities in support of Presbytery programs.

**Reporter:** The person claiming knowledge of sexual misconduct by a person covered by this policy or a person alleging to have been abused by a person covered by this policy. The reporter may or may not have been the victim of the alleged sexual misconduct. A person such as a family member, friend, or colleague may be a non-victim reporter.

**Response:** Action taken by the governing body or entity when a report of sexual misconduct is received. It may include (1) inquiry into facts and circumstances, (2) possible disciplinary action (administrative and/or judicial), (3) pastoral care for victims and their families and others, and (4) pastoral care and rehabilitation for the accused and care for their families.

**Presbytery Response Team:** The committee established by this policy to coordinate Presbytery's response to reports of alleged sexual misconduct.

**Secular (Civil) Authorities:** The governmental bodies whether city, county, state, or federal who are given the responsibility to investigate, criminally prosecute, and/or bring civil charges against individuals accused of sexual crimes or offenses against adults and children.



**Secular (Civil) Law:** The body of municipal, state, and federal laws often referred to collectively as civil and criminal law. (Note: Prohibited behavior addressed by this policy may result in criminal and/or civil charges filed under secular [civil] law.)

**Sexual Abuse:** Sexual involvement or contact by clergy or other persons covered by this policy with a person within the professional relationship including any person under the age of eighteen years, any person over the age of eighteen years who lacks the mental capacity to consent, or any person when the conduct includes force, threat, coercion, intimidation, or misuse of office or position. See Book of Order D-10.0401(b).

**Sexual Harassment:** Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, or their continued status in an institution,
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual,
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance by creating an intimidating, hostile, or offensive working environment based on the declared judgment of the affected individual, or
4. An individual is subjected to unwelcome sexual jokes, unwelcome or inappropriate touching, sexual propositions, or other conduct of a sexual nature, or display of sexual materials that insult, degrade, and/or sexually exploit others.

In determining whether conduct is sexual harassment, the standard to be applied is that of the reasonable person of the same gender as the victim. Lack of intent to harass is no defense.

**Sexual Malfeasance:** Any impropriety or wrongdoing resulting from sexual conduct within a ministerial or professional relationship. Examples of such conduct include adultery, indecent exposure, unwelcome sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature. This definition is not meant to restrict church professionals from having normal mutual, social, intimate, or marital relationships.

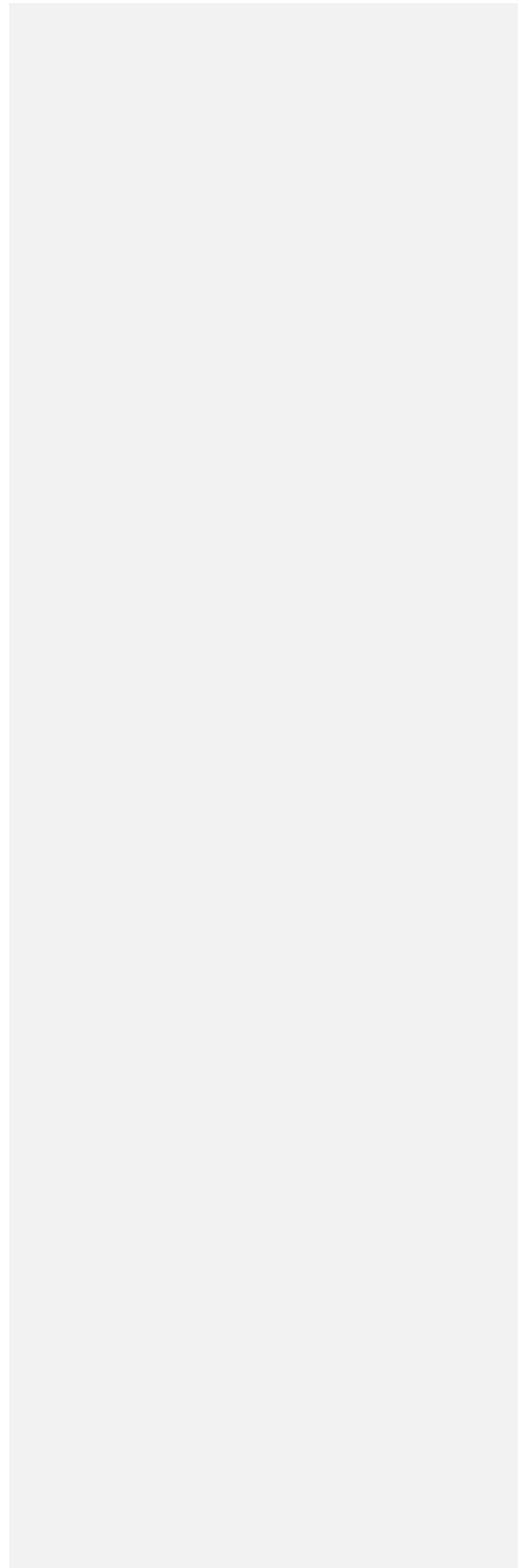
**Sexual Misconduct:** Comprehensive term used in this policy and its procedures to include:

1. Sexual Harassment as defined above.
2. Rape or sexual contact by force, threat, or intimidation.
3. Sexual Malfeasance as defined above.
4. Production or distribution of pornography as defined by actions or policy statements of the General Assembly, Presbyterian Church(USA).
5. Sexual conduct that involves unwanted physical contact or physical contact that involves an intrinsic imbalance of power, including, but not limited to, contact between a pastor and a member of a congregation.
6. Behavior which may be a violation of the Constitution of the Presbyterian Church (USA).

**Victim:** Person who claims to have been, or is alleged to have been, injured by sexual misconduct by a person covered by this policy. (See Reporter above.)

**Volunteer:** A person who provides services for governing bodies and entities of the Church and receives no benefits or remuneration. Volunteers include persons elected or appointed to serve on boards, committee, and other groups, and persons requested to perform specific functions for the Presbytery. Reimbursement for travel expenses and other out-of-pocket expenses is not remuneration.

**Vulnerable Adult:** Any person eighteen-years-old or older without the developmental or cognitive capacity to consent.



ATTACHMENT B

Presbytery of Detroit

**Employee/Volunteer Questionnaire**

I am not currently under investigation for, nor have been convicted of (1) criminal sexual conduct, (2) neglect of a child, (3) or physical/mental abuse. I certify that (a) no civil, criminal, or ecclesiastical complaint has ever been sustained or is pending against me for sexual misconduct; and (b) I have never resigned or been terminated from a position for reasons related to sexual misconduct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

NOTE: If you are unable to make the above certification you may instead give a description of the complaint, termination, or the outcome of the situation and any explanatory comments you care to add.

**Acknowledgment of Receipt of Sexual Misconduct Policy**

I hereby acknowledge that I have this day received a copy of the "Sexual Misconduct Policy" of the Presbytery of Detroit; that I have read the Policy, understand its meaning, and agree to conduct myself in accordance with the Policy, and agree to the release of information mentioned above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_

Witness

Date

## 2022 Terms of Call for Called Staff

The Operations Ministry Team moves that Presbytery approve the following terms of call for the 2022 Calendar Year (includes a 5% increase on effective salary over 2021 amount):

Rev. Dr. Floretta Barbee-Watkins, Transitional General Presbyter

\$ 44,491 Salary  
 54,350 Housing Allowance  
 1,000 Medical reimbursement\*  
 7,561 SECA (social security) allowance  
 24,710 Board of Pensions Medical dues  
 10,872 Board of Pensions Pension dues  
 988 Board of Pensions Life and Disability Insurance dues  
 6,660 Reimbursement for travel expenses (mileage at IRS rate)  
 3,000 Reimbursement for Professional Business Expenses  
 2,500 Reimbursement for Continuing Education

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\$ 156,132 Total Cost of Compensation  
 2 weeks of study leave  
 4 weeks of vacation  
 Worker's Comp insurance coverage

Charon Barconey, Associate Executive Presbyter, Commissioned Ruling Elder

\$ 35,625 Salary  
 30,000 Housing Allowance  
 2,660 Medical reimbursement\*  
 5,020 SECA (social security) allowance  
 16,406 Board of Pensions Medical dues  
 7,219 Board of Pensions Pension dues  
 656 Board of Pensions Life and Disability Insurance dues  
 5,000 Reimbursement for travel expenses (mileage at IRS rate)  
 4,000 Reimbursement for Professional Business Expenses  
 3,000 Reimbursement for Continuing Education

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\$ 109,586 Total Cost of Compensation  
 2 weeks of study leave  
 4 weeks of vacation  
 Worker's Comp insurance coverage

Rev. Marianne Grano, Stated Clerk (half time – 25 hours per week)

\$ - Salary  
 36,841 Housing Allowance

518 Medical reimbursement\*  
2,818 SECA (social security) allowance  
11,000 Board of Pensions Medical dues  
4,053 Board of Pensions Pension dues  
368 Board of Pensions Life and Disability Insurance dues  
1,400 Reimbursement for travel expenses (mileage at IRS rate)  
1,400 Reimbursement for Professional Business Expenses  
1,000 Reimbursement for Continuing Education

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\$ 59,398 Total Cost of Compensation  
2 weeks of study leave  
4 weeks of vacation  
Worker's Comp insurance coverage

\*Due to the need for accurate calculation of effective salary, only out-of-pocket medical expenses related to covered medical treatment are eligible for medical reimbursement.

**Committee on Preparation for Ministry Report to Presbytery February 26, 2022**

## For Information:

- The Bible Content Exam was given Friday, February 4, 2022 at Northminster Presbyterian Church, Troy, proctored by CRE Nancy Bass.
- The following members of CPM were appointed as Ordination Exam Readers: Teaching Elder Paul Stunkel, Ruling Elder Stefanie Lewis and Ruling Elder Nancy Bass, with Teaching Elder Jim Faile as alternate.
- CPM met with Inquirer Bonnie Bakewell (First, Northville; Columbia) on January 4 to be examined for the move to candidacy. After lengthy discussion with Ms. Bakewell's pastor and session liaison, CPM discerned that she was not adequately prepared for Candidacy at this time. CPM made several recommendations for her continued journey as an Inquirer.
- CPM met with Inquirer Robyn Hudgins (First, Warren; Central Baptist) and sustained her Annual Consultation. CPM reviewed coursework and approved her Field Ed Setting at Fort Steet, Detroit.
- CPM met with Candidate Tyler Brinks (Kirk in the Hills; Princeton) on February 1, examined him on his Statement of Faith, Exegetical Paper and Sermon. Upon motion CPM granted Final Assessment and permission to circulate a PIF.
- CPM discussed the status of Inquirers, Candidates and CRETs. Liaisons will continue reviewing and guiding the same.
- CPM has been reviewing the educational requirements of the Book of Order and the policy of POD and will likely make some minor adjustments.
- CPM discussed CREs and the respective roles of COM and CPM.
- CPM has made CRE Training Funds available to Eligible CREs taking Transitional Ministry Training.
- CPM has scholarship money available for Inquirers and Candidates; application forms are available on the Presbytery website.
- CPM discussed the need for Black Clergy in the Presbytery.
- CPM application forms and manuals are available on the POD website.

## For Action:

- CPM presents Inquirer Kathleen Mackie (St. Paul's, Livonia; ETS) for Examination to be enrolled as a Candidate. Her Biography and Statement of Faith are attached.

Respectfully Submitted  
Rev. James Faile  
Elder Marilyn Thibodeau  
Co-chairs CPM

## Mackie Bio & Sense of Call

I am a native of Farmington Hills, Michigan, and attended Wittenberg University in Springfield, OH, where I earned a Bachelor's of Arts in English and eventually a Master's of Science in Sports Management at Georgia Southern University. After spending a few years as a college softball and basketball coach, I responded to the call into the seminary and graduated in 2014 with a Doctorate of Ministry Degree from Ecumenical Theological Seminary in Detroit where I currently serve as an adjunct faculty member in the doctoral program.

I was hired by Rosedale Gardens Presbyterian Church as their Director of Youth Ministry in 2013 after a decade of volunteer service at nearby St. Paul's Presbyterian Church – the congregation in which I was born and raised. While at St. Paul's, I volunteered as both a middle school and high school youth advisor, led many Sunday school programs for all ages, planned and led Wednesday Evening fellowship programs, wrote VBS curriculum, and led Sunday worship as both liturgist and preacher.

In 2016 I began the process of becoming a Commissioned Ruling Elder and completed my certification through the Presbytery of Detroit. I was commissioned to the Ministry of RGPC in March 2018 where I serve as both a Commissioned Pastor and as the Youth Director.

One never knows what a day will bring in the life of a congregation. For the past 4 years, I have had the privilege of serving as a Commissioned Pastor to a vibrant, thriving and growing congregation, thus exposing me to a variety of daily tasks and situations as a minister. From the outside and from a distance, the tasks of Ministers of Word & Sacrament seem to be pretty black and white, much like they are laid out in the Book of Order. Like looking at a Monet painting, from a distance it forms a clear, concise picture, yet the closer you get to the work, you begin to see all the fine points and dots of the brush strokes that seem messy and unclear. Yet all together, it forms the work of ministry.

And ministry is not simply a well-ordered worship, or the celebration of the sacraments, or a dynamic program – ministry is being in the mess of life with others. It's receiving middle of the night texts of despair. It's another cancer diagnosis for a teenager. It's writing recommendations for admittance into medical school. It's taking out the trash and replacing toilet paper. It's learning how to minister in the midst of a pandemic. It's problem solving. It's admitting when you're wrong. It's being included in the joys of other's lives. It's a strict reliance on the Holy Spirit. It's a constant state of learning. It's presence. It's cooking meals. It's listening. It's humbling, both in its privilege and in the ways it puts a spotlight on your own inabilities, thus the need for Jesus.

I am grateful for the gifts God has given me, and especially grateful for the job I currently have that allows me to use these gifts. It has been made known to me by others that my specific gifts lie in preaching and teaching; an ability to connect and relate to teenagers; and discipleship through social ministry. I also believe God has gifted me with the ability to be bold and unafraid to plant seeds and craft new ideas for the church in a way that is Christ-focused.

Standing on the tradition of "Reformed and always reforming," I firmly believe that our churches need to be guided into areas of change that may seem uncomfortable at first, yet are necessary to make room for the Holy Spirit to move in and through the people. I do not believe in change for change, sake, but to change based on a call by God so that he may be glorified and his kingdom strengthened. And I believe he has given me the gift of discernment to be able to see when these changes are necessary, and the gift to articulate the need for change so that it is understood and successful.

**Report of the Administrative Commission of St. John's Presbyterian Church  
to the Presbytery of Detroit**

February 13, 2022

Greetings, friends in Christ!

The Administrative Commission for St. John's Presbyterian Church continues to seek to work collaboratively with the members and friends of St. John's Presbyterian Church, meeting monthly in an open meeting on Zoom with church stakeholders. Since the last Presbytery meeting, Commissioned Ruling Elder Caleb Jones has begun serving St. John's as Pastor as of January 1<sup>st</sup>, 2022, quickly seeking to build and strengthen connections in the community, including a Wednesday night prayer service, in addition to Sunday morning Worship. Treasurer David Harmon continues to bring clarity to the financial status of the church. St. John's Community Choir is reaching out into the community as well. St. John's Hunger Ministry, coordinated by Mrs. Bette Harmon, continues to faithfully serve the community on the 3<sup>rd</sup> Friday of every month, supported by Forgotten Harvest. We will continue to seek the will of God for St. John's through the grace of our Lord, Jesus Christ, as we look to continue to be a beacon of light in the community through expanded partnerships with community stakeholders.

Respectfully submitted,

Joshua Archey, CRE  
Clerk of the Administrative Commission



## REPORT OF THE COMMITTEE ON MINISTRY

**RECOMMENDATIONS TO THE PRESBYTERY**

THE COMMITTEE ON MINISTRY RECOMMENDS THAT PRESBYTERY:

*Calls / Contracts*

1. **By motion**, approve the Call of the **Korean Presbyterian Church of Metro Detroit** and the **Rev. Hae Kil Kim** effective January 2, 2022, with the following terms: Effective Salary \$94,850; Board of Pensions \$35,095; SECA \$7,256; Dental Plan \$1,800; Medical Deductible \$1,800; Continuing Education \$1,500; Professional Expenses \$4,000; Cell Phone Fee \$1,200; **Total Compensation \$147,501**; Vacation 4 weeks including 4 Sundays; Continuing Education 2 weeks including 2 Sundays; one time moving expenses up to \$10,000; **and** request transfer of his credentials from **National Capital Presbytery**.
2. **By motion, approve** the quarter time Stated Supply contract between **the Rev. Dr. Kenneth Kaibel** and **Belleville Presbyterian**, effective October 17, 2021. **Terms of Call:** Cash Salary \$7,400, Housing allowance paid as salary \$4,000, BOP 403b - \$6,000, Study Leave and book allowance \$1,000, Visitation and transportation expenses (\$25/hour at IRS allowable rate) \$2,600, Misc. Expenses \$1,000. **Total cost to the church - \$22,000.** Vacation- 5 weeks including 5 Sundays; Study Leave-2 weeks including 2 Sundays. Church to pay for and allow pastor to attend the Pastor's in Transition Workshop.
3. **By motion, approve** the part time Stated Supply contract between **the Rev. Keith Cornfield** and **Calvary Presbyterian, Ann Arbor**, effective January 1, 2022. **Terms of Call:** Cash Salary \$11,500, Housing \$35,430, Social Security Reimbursement \$3,590, Accountable Professional Expense Reimbursements \$2,080. **Total cost to the church - \$52,600.** Vacation- 5 weeks including 5 Sundays; Study Leave-2 weeks including 2 Sundays.
4. **By motion, approve** the full time Temporary Supply contract between **the Rev. Michelle E. James** and **Faith Community Presbyterian, Novi**, effective September 8, 2021. **Terms of Call:** Cash Salary and Housing Allowance \$58,000, BoP Medical \$15,660, BoP Pension \$4,930, BoP Death/Disability \$580, BoP Temporary Disability \$290, Social Security Reimbursement \$4,437, Study Allowance \$1,000, Professional Expense \$1,500. **Total cost to the church - \$86,397.** Vacation- 4 weeks including 4 Sundays; Study Leave-2 weeks including 2 Sundays. Church to pay for and allow pastor to attend the Pastor's in Transition Workshop.
5. **By motion, approve** the part time Parish Associate contract between **the Rev. Gretchen Larson-Wolbrink** and **Greenfield Presbyterian, Berkley**, effective November 30, 2021. **Terms of Call:** Effective Salary \$27,000, Benefits \$4,766, Reimbursements \$2,000. **Total cost to the church - \$33,766.** Vacation and Study Leave - 6 weeks annually. Church to pay for and allow pastor to attend the Pastor's in Transition Workshop.

6. **By motion, approve** the Parish Associate contract between **the Rev. Issac Chung** and **Lake Shore Presbyterian, St. Clair Shores**, effective between January 16, 2022 and February 13, 2022. **Terms of Call:** Effective Salary \$30.00 per hour, Reimbursements for milage. **Total cost to the church based on time worked.**
7. **By motion, approve** the part time Parish Associate contract between **the Rev. Linda Cochran** and **First Presbyterian Church of Northville**, effective December 1, 2021. **Terms of Call:** Salary \$10,000, Housing \$30,000, Continuing Education \$500. **Total cost to the church - \$40,500.** Vacation- 4 weeks; Study Leave-2 weeks including 2 Sundays. Church to pay for and allow pastor to attend the Pastor's in Transition Workshop.
8. **By motion, approve** the Part-time Temporary Supply Contract between **Rev Charles Sadler** and **Starr Presbyterian Church** effective January 1, 2022 – April 10, 2022. 20 hours per week. Terms of call: Effective salary \$26,674, \$200 medical deductible, \$1,000 study allowance, \$1500 Professional expenses. Total cost to church \$34,081.96. Church is to pay for Pastors in transition workshop. Four weeks vacation including four Sundays, two weeks study leave including two Sundays.
9. **By motion, approve** the part-time stated supply contract between **Rev. Dana Wilmot and Community Presbyterian Church**, Waterford effective January 1, 2022. 32 Hours per week. Terms of call: Effective salary \$37,790.40 (cash salary \$19,79.40, Housing \$18,000.00). BoP Medical \$11,000.00, BoP pension \$3,212.18, BoP Death / disability \$377.90, Bop Temporary disability \$188.95, Social Security reimbursement \$2,890.97. \$1800 contribution to flexible spending account. \$1,000 study allowance, \$1040 travel, \$500 professional expenses. Total terms of call \$59,800.40. Four weeks vacation including four Sundays, two weeks study leave including two Sundays. Church to pay for and allow attendance at a pastors in transition workshop.
10. **By motion, validate Commissioned Ruling Elder Ruth Azar to Second Mile Center** to celebrate the sacraments with supervision provided by Rev Sarah Godbehere and the session of Grosse Pointe Memorial
11. **By motion, approve** the Part-time, as needed Commissioned Ruling Elder contract between **Joelly Chiangong and Park United Presbyterian Church** effective February 1, 2022. Terms of Call: \$150 per worship service, \$100 per moderation of meetings of the session and congregation, \$25 per hour plus mileage at the current IRS rate for pastoral calls or other duties. The church will allow time for and pay for attendance at a Presbytery Pastors in Transition retreat.
12. **By motion, approve** the Part-time Student Pastor contract between **Quantisha Mason-Doll** and **New Life, Sterling Heights**, effective November 21, 2021. Terms of Call:15-20 hours per week. Compensation \$31,600 annually, two weeks vacation including two Sundays.
13. **By motion, approve** the Part-time Commissioned Ruling Elder contract between Elder Pamela Hutchins and **Auburn Hills Presbyterian Church**, effective October 17, 2021. 10 hours per week. Compensation: \$19,200 salary, \$1249 other. Total cost to church \$29,440. Four weeks vacation, including 4 Sundays; two weeks study leave including two Sundays.

### *Installation Commissions*

None

### *Administrative Commissions*

1. By motion, appoint Administrative Commission to deal with dissolution of the congregation of Littlefield and to celebrate their ministry consisting of:
  - i. Ken Hollowell (RE / Trustee, Broadstreet Presbyterian)
  - ii. Rev Ken Kaibel (TE / COM)
  - iii. Rev Tim Marvil (TE / COM)
  - iv. Wendy Beck (RE, Kirk in the Hills / COM)
2. By Motion , appoint Administrative Commission for Joslyn Avenue to dissolve the congregation and any other steps needed consisting of:
  - i. Rev Beth Delaney (TE, Southminster Taylor / COM)
  - ii. Debbie Lennis (RE, White Lake)
  - iii. Edwin Fabre (RE, Detroit Calvary)

### *Transfers into the Presbytery of Detroit. By Motion, Approved:*

1. Rev Megan Berry from Heartland Presbytery

### *Transfers out of the Presbytery of Detroit. By motion, approved:*

1. Rev Paul Thwaite to Pittsburgh Presbytery
2. Rev Bryant Anderson to St. Augustine Presbytery
3. Rev Joseph Chapman to Giddings-Lovejoy Presbytery
4. Rev Judith Irene McMillan to Arkansas Presbytery

### *Information*

1. Approved Emergency Assistance Grant of \$2,000 to a member of clergy in December, 2021.
2. Approved MIF for Interim Pastor at Kirk in the Hills
3. Approved MIF for Designated Pastor at St. Thomas, Shelby Township
4. Approved MIF for Designated Pastor at Orchard Lake
5. Granted permission for Port Huron First to elect a PNC

6. Granted permission for Rev Al Timm to labor within the bounds of the presbytery to teach a course at ETS
7. Approved formation of a task force to work with South Lyon First that could become an Administrative Commission if needed
8. Approved formation of a task force to work with Littlefield Dearborn that could become an Administrative Commission if needed
9. Approved Celtic Cross re-election of their PNC and their MIF
10. Approved Interim Pastor MIF for Grosse Ile
11. Approved part-time position description for Trinity Community Presbyterian Church
12. Retroactively (12/16/21, 1/28/22) appoint Rev Lou Prues moderator for Grosse Pointe Woods
13. Appoint Rev John Mishler moderator for Celtic Cross effective March 1, 2022
14. Appoint Rev Jasmine Smart moderator for Grosse Pointe Woods effective immediately
15. Approved Task force to work with South Lyon:
  - Rev Ruth Ann Herrington (TE / Trustee)
  - Rev Nicole Dietrich (RE, South Lyon)
  - Rev Linda Anderson (TE, Supply Pastor South Lyon)
  - Scott Griffith (RE, Brighton)
  - Representative to be named from Development Committee
16. Approved the formation of a Listening team to address discord at Jefferson Avenue consisting of:
  - Richard Turner
  - Jasmine Smart
  - Paul Stunkel
  - Pam Hartman
17. Granted Permission for CRE Josh Archey to preside over the sacrament of communion at Great Lakes Regional Gathering of APCE February 9-12, 2022

February 14, 2022

To: Presbytery of Detroit

From: AC Camp Westminster, Westminster Church of Detroit

On behalf of the Administration Commission following is a summary of the activities to date:

1. Adam Delezenne, was hired effective January 17, 2022, as Interim Executive Director for a term of one year.
2. Suzanne & Jim Bates retired effective January 31, 2022.
3. The 2022 camp schedule is on the website. [campwestminster.com](http://campwestminster.com).

**Report of the Administrative Commission for  
Covenant Presbyterian Church  
Southfield, Michigan**

The Administrative Commission of Covenant Presbyterian Church (AC) moves the Presbytery:

- a. Dissolve the Covenant Presbyterian Church effective Sunday, March 20, 2022, and hold a final worship of praise and thanksgiving for Covenant's long history on that date;
- b. Dismiss the members of Covenant Church to Berkley Greenfield Presbyterian, Farmington First Presbyterian or other church, as requested by each member;
- c. Appoint the Session of Covenant Presbyterian Church to provide all data required for the AC to complete administrative and financial tasks associated with dissolving the congregation and corporation;
- d. Report final plans for distribution of funds at a subsequent meeting of Presbytery, after determining net amount in escrow;
- e. Authorize the AC to plan a celebration of the legacy of Covenant Presbyterian Church during the May 2022 Presbytery meeting, and that docket time be provided for the celebration.
- f. Develop a thorough equipping and training curriculum for ACs, including both Presbytery Stated Clerk and Presbytery executive.

**Rationale**

At the January 2021 meeting, the Presbytery approved an AC to work with Covenant Presbyterian Church, Southfield, with the following function, powers, and responsibilities:

Function: The commission shall visit Covenant Presbyterian Church Southfield which has been reported to be affected with disorder and inquire into and settle the difficulties therein.

(G-3.0109b(5))

Powers: The commission shall assume original jurisdiction if it determines that the Session is unable or unwilling to exercise its authority and manage its affairs wisely (G-3.0303e). The commission shall report its action to assume original jurisdiction to the next stated meeting of the Presbytery of Detroit.

Purpose: To provide guidance and leadership for Covenant Church as it seeks to discern the way forward by creating and developing a written plan for the congregation's future.

Focus Items:

1. To assist in the overall financial structure of the Church. This includes budgeting, accounting, checks and balances/reporting and procedures.
2. To assist in identifying grants/1001/new church development that Covenant Church would have available.
3. To assist with identifying a good fit for transitional pastoral leadership.
4. To help Covenant Church discern the way forward as it relates to the best congregational structure (including closing, merging, yoking, nesting, etc.).

Upon motion from the Committee and by unanimous consent, the Presbytery appointed the following persons to serve as members of the Administrative Commission to work with Covenant Presbyterian Church of Southfield, Michigan. The quorum for the commission shall be a majority of its members.

Ruling Elders: Greg Sykes; Stefanie Lewis

Teaching Elders: Kent Clise, Chair; Karen Stunkel

The AC formed and was trained by the Transitional General Presbyter on March 4, 2021, and has been meeting twice monthly. The AC observed at all regular Session meetings.

When the AC formed and met with the Session of Covenant Presbyterian Church for the first time on March 15, 2021, it discovered that train had left the station. The church, along with Presbytery Trustees, was already in final negotiations to sell the church property to Kingdom Builders Christian Church. The final details of the sale were pending resolution of the requirement to remove an oil tank buried on property. The

closing date was scheduled with Presbytery Trustees and the bank to occur by March 23, 2021. Covenant Church planned to lease the chapel of the property and continue to worship as a congregation there. The Presbytery Trustees had already created an escrow account to maintain accountability for the proceeds of the sale of the property. Our AC elected to trust the process occurring between the Session and the Presbytery Trustees regarding the sale of the property.

As the AC continued its investigation into the origin, history, and current state of Covenant Church, it became apparent that there was unreadiness among the Session, a lack of transparency with the congregation on the plan for the church, and distrust of the Presbytery in past and present involvement with Covenant Church. Covenant elders *indicated* a contradiction in advice from Presbytery leadership. The AC heard the elders say that they were tired and frustrated with Presbytery. Our AC listened carefully and took these feelings seriously.

After guiding the Session to petition the Presbytery Trustees for a \$26,000 to underwrite the total cost of the removal of the underground tank and the complete restoration of the property following the tank removal, the Trustees agreed to hold in escrow all proceeds from any ultimate resolution of the Covenant Church property. Further investigation by the AC determined that there would be viability issues for the small congregation to lease the chapel at the agreed to price. The AC then assisted the Session in securing the services of a consultant to guide the Session in discerning the future of this congregation without its property. Considerations included remaining in the chapel, nesting in another facility, merging with another congregation, yoking with another congregation, and/or dissolving the congregation. The estimated time for discernment was 60-90 days, with the result being a plan to be reported to the AC. The plan would clarify congregational outcomes such that there is unity in the decision. The Session approved the proposal at their June regular Session meeting. The AC secured \$5066 monthly from the Presbytery Trustees to subsidize Covenant Church operating expenses and an additional \$2500 per month for the services of the consultant during the development and implementation of the plan. This money would come from the escrow account.

Beginning August 2021, under the guidance of the consultant, the Session researched its options for the future of the church, including surveys of the congregation, congregation town hall to improve transparency, and cancellation of 2 Sundays of December worship to attend Berkley Greenfield and Farmington First Presbyterian Churches.

On January 17, 2022, Session presented its plan to the AC, which included a recommendation that AC request of Presbytery the dissolution of Covenant Presbyterian Church. Upon receipt of the plan, AC requested from the Stated Clerk the process associated with implementation of the plan. The AC discovered that no policy, other than P-21, exists that addresses all options associated with a plan for dissolution of a congregation. While other ACs are wrestling with similar options, their considerations were shared with this AC.

At a called congregational meeting on February 13, 2022, the Session's proposal was presented to the congregation, which held an advisory vote to affirm the plan and a recommendation to the AC for Presbytery vote. The congregation unanimously supported the plan to request the AC to dissolve the congregation. Additionally, an AC consideration for the distribution of funds was presented, which initiated heated debate.

Stefanie Lewis, clerk  
Administrative Commission,  
Covenant Presbyterian Church

**Trumbull Avenue Presbyterian Church & Society**  
**Report of the Administrative Commission**  
**The Presbytery of Detroit**  
**February 26, 2022**

***“For everything there is a season, and a time for every purpose under heaven.”***  
*Ecclesiastes 3:1*

The Administrative Commission has been privileged to serve with the members of Trumbull Avenue Presbyterian Church & Society as they have concluded their ministry as a worshipping congregation. Over the last 7 months, we have prayed together, laughed together, and reminisced about the great work of this congregation since it was formed in 1881.

We have also engaged in the tasks required to dissolve a congregation. The four remaining active members have transferred their memberships to Park United Presbyterian Church in Highland Park. We are grateful that they have found a new church home.

Having original jurisdiction, we worked with our Stated Clerk, Marianne Grano, to close the corporation with the State of Michigan. Pamela Walker-Dawson and Diane Brasie-Agnew were added to the checking account and assumed the role of treasurers. We closed a small account belonging to a Presbyterian Women’s Circle. According to the wishes of the members, gifts were made to Park United Presbyterian Church, Trinity Community Presbyterian Church, the Presbytery’s Hunger Ministries Program, Presbyterian Women in the Presbytery of Detroit and the Adrienne Adams Scholarship Fund of the Michigan Black Presbyterian Caucus. Because the congregation no longer owns a building, there are no outstanding property issues.

We are currently securing the records of the congregation and will send them to the Presbyterian Historical Society in Philadelphia, PA where they will be preserved.

A final worship service will be held on Saturday, May 21, 2022 at Westminster Presbyterian Church, Detroit. We invite the presbytery to attend. Following this service, the Administrative Commission will pay any remaining invoices and the balance of the funds will be turned over to the Presbytery of Detroit. (It is estimated to be in the range of \$5,000.)

Although we grieve the loss of this congregation, we rejoice in the ministry they provided over the last three centuries! Their season as a worshipping congregation may be concluding, but their legacy in the Presbytery of Detroit remains.

*Therefore, after consultation with the members, the Administrative Commission moves that the Trumbull Avenue Presbyterian Church & Society be dissolved, and that all property of the church be turned over, transferred, and conveyed to the Trustees of the Presbytery of Detroit following the closing worship service, pursuant to the Book of Order; said property to be held in escrow by the Trustees pending further recommendation of the Administrative Commission and direction by the Presbytery.*

Respectfully submitted by the Administrative Commission;

The Rev. Eddie Jusino, Ruling Elder Diane Brasie-Agnew, and Ruling Elder Pamela Walker-Dawson